

Kansas School for the Deaf

TO ENSURE THAT EACH STUDENT WE SERVE REACHES THEIR FULL POTENTIAL IN AN ACCESSIBLE, LANGUAGE-RICH SETTING, EMPOWERING THEM TO ACHIEVE PERSONAL SUCCESS AND BECOME RESPONSIBLE, PRODUCTIVE CITIZENS.



**** JOB OPENING ANNOUNCEMENT ****

POSITION TITLE: Staff Interpreter - ASL/English

SALARY: Unclassified, salaried position. Pay dependent upon experience and education. Excellent benefits.

EMPLOYMENT DATE: Open Until Filled.

SCHEDULE: Monday - Friday, 7:45 am - 3:45 pm; this position may require attendance at special events outside regular working hours.

JOB DESCRIPTION: (Detailed Position Description provided upon request)

Essential Job Functions:

- Interpret as assigned for a variety of on-campus meetings including but not limited to IEP meetings, professional development or training opportunities for staff, campus-wide events, parent-teacher meetings, and extracurricular activities.
- Serve as a back-up to the Interpreter Coordinator in monitoring the interpreting department master calendar/scheduling system.
- Ability to interpret from ASL into English maintaining a high level of accuracy and professional language appropriate for the particular education-related meeting.
- Interpret as assigned for a variety of KSD Outreach based programs including but not limited to Language Assessment Program diagnostic and follow-up appointments, early intervention appointments, ASL Live! Sessions, and initial consultations.
- Prepare for interpreting assignments by reviewing handouts, multimedia content, or meeting with the interpreter coordinator or other designated staff.
- Assist with the preparation, coordination, and hosting of the annual Family ASL Camp.
- Other related duties assigned.

Attend all required meetings; use appropriate communication skills.

MINIMUM REQUIREMENTS:

- High School Diploma or General Educational Development (G.E.D.).
- Completion of 64 hours academic credit from a post-secondary institution.
- Minimum two-years interpreting experience in either a free-lance, post-secondary or K-12 educational setting.
- Current ASL/English interpreting credentials such as BEI-Advanced or NIC, or equivalent.



PREFERRED REQUIREMENTS:

- Completion of an Interpreter Training program.
- Bachelor's degree from a four-year college or university.
- The ability to interpret tri-lingually between Spanish-English-ASL is preferred but not required.
- Three to five years interpreting experience in either a free-lance, post-secondary or K-12 educational setting.

SPECIAL REQUIREMENTS: All offers of employment from Kansas School for the Deaf (KSD) are contingent upon background check results and any applicable workplace references. Background checks are completed via the KS Bureau of Investigation, Backgrounds Plus consents, Kansas Department of Children and Family Services, and Dru Sjodin National Sexual Offender Registry. KSD may contact previous employers for workplace references.

Must take ASL assessment and written English Assessment.

Successful candidates must complete a tuberculosis (TB) test (and any required follow-up treatment) and provide a physician's statement prior to the start date. These requirements must be completed by a licensed medical provider, and any associated costs are the employee's responsibility.

APPLICATION: Open Until Filled. For consideration, please email Human Resources to request an application. Copies of all applicable licenses, certifications, and transcripts will be required.

CONTACT: Human Resource Office
Voice: 913-210-8114
Videophone: 913-324-5850

TOBACCO-FREE CAMPUS
UPDATED 08.18.2026
E-Mail: hr@kansasdeaf.gov

